

**MSC Executive Committee Meeting
March 6, 2013
1:00pm Conference Call**

Meeting called to order at 1:00 by Honore Bray

Present: Honore Bray, Dale Alger, Ann Rutherford, Donna Worth, Libby Wolfe, Cherie Hesel, Becky Mosbacher, Amy Marchwick, Ken Adams, Melody Condron, Cara Orban, Desiree Dramstad, and Jo Flick

Minutes – A motion was made by Donna Worth and 2nd by Libby Wolfe to accept the minutes of the January 9, 2013 Conference Call. Motion carried

MSC Enterprise Testing – Staff are testing at this time. There is no test environment for the Enterprise interface – it is a hosted service that interacts with the MSC's production server. Everything that is done is in a live environment and if members begin playing with circulation, it could cause problems. The MSC Content Management Committee was given a first look and asked for feedback on format and displays.

MSC Marketing – The committee is waiting for Logo's from 2 graphic designers in Helena and 1 in Missoula. Ken is hoping the project can be completed for under \$6000 so an RFP is not necessary. Once he has the designs he will share them with the Committee.

FY 2014 preliminary budget discussion took place. Ken built in a 5% budget increase for salary at this time. The budget will be presented to the membership at the May meeting in Miles City.

EBSCO Discover It – Cherie Hesel made a motion to pay half of the Discover It invoice for two years using the money budgeted for Rooms. Dale Alger second the motion, motion carried.

CMC meeting recommendations were discussed. The Cataloging guidelines will be discussed at the MSC meeting in May and it will be emphasized that libraries need to follow the guidelines. Diane Anderson from MCPS and Sam Suber from MSL we be added to the committee. Alison Badger from OPI could be a possible cataloging mentor, if another is needed

RDA discussion took place and the Standard Cataloging Procedures will be completed by the end of April. The MSC is ready for RDA and has some RDA records in it now.

The basic tips of the month will be sent out and will include tips about the entire symphony system not just cataloging.

BY Laws Update – Libby made a motion to change the Executive Committee name to the Executive Board because the membership elects this group of individuals they are not appointed. Dale Alger seconds the motion. Motion passed. The By-Laws change will be voted on by the membership at the Spring meeting.

FY 2014 Libraries – Judith Basin Libraries and Fort Peck Tribal Library

Spring Meeting Agenda – The executive committee meeting will be Thursday May 2nd from 10-12, Partner's meeting from 1-3, MT Lib to go from 3:30-5:30 with Birds at 6. Friday meeting will be from 9-4 and Ken will send out the draft agenda.

Fall Meeting – After discussion it was determined that we cannot have virtual attendance of the meetings in many of the destinations that host the meetings so until we have confirmation that virtual attendance is available we will meet in Helena where the meetings can be attended virtually.

Vision Net – Jo Flick explained how we might use Vision Net to provide virtual service via video conference for the MSC meetings. Libby mentioned that costs could be involved if held in school or college location and if employee has to be paid for non-working hours. Ken asked Jo to investigate further and will keep the Exec Committee informed.

Ballots for the Exec Election will include the Bio's of the candidates. Honore will resend them to the Committee.

Respectfully submitted by: Honore Bray, Chair